

July 2, 1982  
NUMBER 5142.1

## Department of Defense Directive

ASD (C)

SUBJECT : Assistant Secretary of Defense (Legislative Affairs)

References: (a) DoD Directive 5142.1, "Assistant to the Secretary of Defense (Legislative Affairs )," May 13, 1977 (hereby canceled)  
(b) Title 10, United States Code, Section 136  
(c) DoD Directive 5025.1, "DoD Directives System, October 16, 1980  
(d) DoD Directive 5000.19, "Policies for the Management and Control of Information Requirements, " March 12, 1976

### A. REISSUANCE AND PURPOSE

This Directive reissues reference (a) and establishes, pursuant to the authority vested in the Secretary of Defense under reference (b) , one of the positions of Assistant Secretary of Defense as Assistant Secretary of Defense (Legislative Affairs) (**ASD(LA)** ) , with responsibilities, functions, and authorities as prescribed herein.

### B. DEFINITION

DoD Components. The Office of the Secretary of Defense, the Military Departments, the Organization of the Joint Chiefs of Staff, the Unified and Specified Commands, and the Defense Agencies.

### C. RESPONSIBILITIES AND FUNCTIONS

The Assistant Secretary of Defense (Legislative Affairs) as the principal staff assistant to the Secretary of Defense for DoD relations with the members of Congress, shall:

1. Provide advice and assistance concerning congressional aspects of DoD policies, plans, and programs.
2. Coordinate actions relating to congressional consideration of the DoD legislative program.
3. Coordinate DoD participation in congressional hearings and investigations.
4. Assign responsibility for, and coordinate responses to, congressional inquiries.
5. Process and coordinate requests for DoD support of congressional travel.

6. Arrange for the designation and appearance of witnesses and provision of information at congressional hearings.

7. Coordinate the preparation of all congressional testimony and backup material for the Secretary and Deputy Secretary of Defense.

8. Provide for DoD **processing of** personal security clearances for members of congressional staffs.

9. Perform such other duties as the Secretary of Defense may assign.

D. RELATIONSHIPS

1. In the performance of his duties, the **ASD(LA)** shall:

a. Coordinate and exchange information with DoD Components having collateral or related functions.

b. Use existing facilities and services of the Department of Defense or other federal agencies to avoid duplication and achieve maximum efficiency and economy.

2. Heads of DoD Components shall coordinate with the **ASD(LA)** on all matters related to the functions cited in section C.

E. AUTHORITIES

The **ASD(LA)** is hereby delegated authority to:

a. Issue DoD Instructions and one-time directive-type memoranda, consistent with DoD Directive 5025.1 (reference (c)) which carry out **policies** approved by the Secretary of Defense in assigned fields of responsibility. Instructions to the Military Departments shall be issued through the Secretaries of those Departments, or their designees. Instructions to Unified and Specified Commands will be issued through the Joint Chiefs of Staff.

b. Obtain reports, information, advice, and assistance consistent with the policies and criteria of DoD Directive 5000.19 (reference (d)), as necessary.

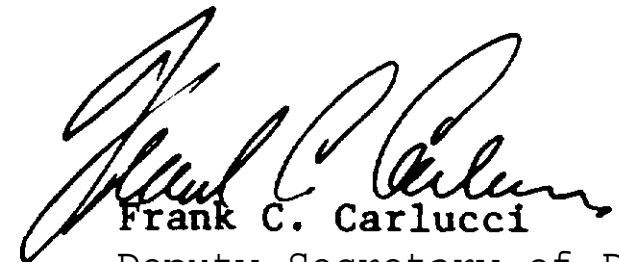
c. Communicate directly with DoD Components. Communications to the Commanders of Unified and Specified Commands shall be coordinated with the Joint Chiefs of Staff.

d. **Communicate** with the Executive Office of the President, other Government agencies, representatives of the legislative branch, and members of the public, as appropriate, in carrying out assigned functions.

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F. EFFECTIVE DATE

This Directive is effective immediately.



Frank C. Carlucci  
Deputy Secretary of Defense